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TUBMAN HIGH SCHOOL

FOR GIRLS

AUGUSTA, GEORGIA

1922-23

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COURSE OF STUDY

TUBMAN HIGH SCHOOL

FOR GIRLS

AUGUSTA, GEORGIA
1922-23

Session of 1922-23 Begins on Monday, Sept. 18th.

Students Register and Secure Admission Cards During the Week Beginning Monday, Sept. 11th.

RICHMOND COUNTY (GEORGIA) BOARD OF EDUCATION

THE TUBMAN HIGH SCHOOL is the girls' high school of the public school system of the city of Augusta and Richmond County.

OFFICERS OF THE BOARD

Mr. James L. Fleming, *President*
Dr. T. E. Oertel, *Vice-President*
Mr. Lawton B. Evans, *Secretary and Superintendent of Schools*

HIGH SCHOOL COMMITTEE

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Superintendent of Schools

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Latin

MISS ADA G. WOODS
English

MISS ANNIE M. PAGE
French

MISS JULIA A. FLISCH
U. S. History and Economics

MISS GERTRUDE J. COMEY
English

MISS LOUISE PARKS
English

MISS WILLAMETTE GREEN
Mathematics

MISS ANNA H. WARD
Commercial Geography

MRS. MARGARET C. HURST
Ancient History

MISS MARY E. HAMILTON
Mathematics

MISS FURLOW HOLLINGSWORTH
Commercial Subects

MISS MARCIA A. CLARK
Domestic Arts

MISS LOIS EVE
General Science

MISS LORA M. PEARCE
English

MRS. W. C. EMERSON
Physics and Gen. Science

MISS HELEN E. PARK
English

FRANK

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Latin

MISS KATHERINE M. COMFORT
Applied Art

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MISS LOUISE CHILES
English

MISS JEANNE TURNER
Vocal Music

MISS AMA LEE NULL
Spanish

MISS ELEANOR BOATWRIGHT
Civics and Modern History

MISS EDWINE W. ODOM
Chemistry and Biology

MISS NANCY E. HADDOCK
Domestic Science

MISS ANN BRADDY
Mathematics

MISS SALLIE RUTLEDGE
General Science

MISS MARION HAMILTON
Civics and Ancient History

MISS HELEN ANDERSON
French

MISS MADELYN THOMSON
Mathematics

MISS BERNICE ADAMS
Mathematics

MISS LEAH WHITE
Assistant Commercial Dept.

MISS EMMA PLUNKETT
Assistant Gymnasium

MRS STANNARD OWENS
Librarian

MISS LOUISE WILSON
School Secretary

COURSES OF STUDY

1922-23

SUB-FRESHMAN

(Same for all Students)

English, 5 periods; Arithmetic (1st term), 5; Algebra (2nd term), 5; Industrial Geography, 4; Latin (College Preparatory Course, 2nd term), 4; Ancient History, 5; Physical Training, 2. Elect: Applied Art; Domestic Science; or Domestic Art; Music (2), 4 periods.

Year	College Prep.	Modern Language	Science	Commercial
2	English ..... 5 Latin ..... 5 Algebra ..... 5 Gen. Science .... 5 Phys. Tr. ..... 2 *Elect One* Do. Science ..... 4 Do. Art ..... 4 Applied Art ..... 4 Music 2 26	English ..... 5 Civics ..... 5 Algebra ..... 5 Gen. Science .... 5 Phys. Tr. ..... 2 *Elect One* Do. Science ..... 4 Do. Art ..... 4 Applied Art ..... 4 Music 2 26	English ..... 5 Civics ..... 5 Algebra ..... 5 Gen. Science .... 5 Phys. Tr. ..... 2 *Elect One* Do. Science ..... 4 Do. Art ..... 4 Applied Art ..... 4 Music 2 26	English ..... 5 Algebra ..... 5 Gen. Science..... 5 Civics ..... 5 Phys. Tr. ..... 2 *Elect One* Do. Science ..... 4 Do. Art ..... 4 Applied Art ..... 4 Music 2 26
3	English ..... 5 Latin ..... 5 Algebra ..... 5 French ..... 5 Phys. Tr. ..... 2 *Elect One* Do. Science ..... 4 Do. Art ..... 4 Applied Art ..... 4 Music 2 26	English ..... 5 French ..... 5 Mod. History.... 5 Algebra ..... 5 Phys. Tr. ..... 2 *Elect One* Do. Science ..... 4 Do. Art ..... 4 Applied Art ..... 4 Music 2 26	English ..... 5 Mod. History.... 5 Algebra ..... 5 French ..... 5 Phys. Tr. ..... 2 *Elect One* Do. Science ..... 4 Do. Art ..... 4 Applied Art ..... 4 Music 2 26	English ..... 5 Com. Arith. ..... 4 Mod. History.... 5 Spanish ..... 5 Phys. Tr. ..... 2 *Elect One* Do. Science ..... 4 Do. Art ..... 4 Applied Art ..... 4 Music 2 25
4	English ..... 5 Latin ..... 5 French ..... 5 Geometry ..... 5 Phys. Tr. ..... 2 *Elect One* Do. Science ..... 4 Do. Art ..... 4 Applied Art ..... 4 Music 2 26	English ..... 5 French ..... 5 Chemistry or Economics .... 5 Geom. (4b) ..... 5 Phys. Tr. ..... 2 *Elect One* Do. Science ..... 4 Do. Art ..... 4 Applied Art ..... 4 Music 2 26	English ..... 5 Chemistry ..... 6 Biology ..... 6 Geometry ..... 5 Phys. Tr. ..... 2 Drawing ..... 2 Music 2 28	English ..... 5 Spanish ..... 5 Stenography .... 5 Typewriting ..... 7 Phys. Tr. ..... 2 *Elect One* Do. Science..... 4 Do. Art ..... 4 Applied Art ..... 4 Music 2 28
5	English ..... 5 Latin or Biology ..... 5 U. S. History.... 5 Chemistry ..... 6 French 5 26	English ..... 5 French ..... 5 U. S. History.... 5 Geometry ..... 5 *Elect One* Do. Science ..... 4 Music 2 26	English ..... 5 Physics ..... 6 U. S. History.... 5 Solid Geom..... 3 Phys. Tr. ..... 2 *Elect One* Do. Science ..... 4 Applied Art 4 25	English ..... 5 Bookkeeping .... 6 Typewriting .... 5 Stenography .... 5 U. S. History.... 5 Phys. Tr. 2 28

Figures in above outline show the number of periods (45 minutes) a week a subject is taken. The standard requirement is 20 periods of work in 5 period subjects and an elective subject as indicated.

GENERAL INFORMATION

Students are admitted to the Tubman High School on presentation of promotion cards from the seventh grades of the public schools. Applicants for admission from other schools will be required to stand examinations, or present other satisfactory official evidence of being prepared to do high school work. Applicants for admission to the upper classes will be required to present certificates showing satisfactory completion of subjects of the lower high school classes, or take examinations in the subjects for which they ask credit. Only the certificates of accredited schools will be accepted. All students, both old and new, are required to get Class Cards from the Principal's office during the week preceding the opening of school.

There is no tuition fee of any kind at the Tubman High Schools for girls who are residents of Augusta or Richmond County. Girls who are not residents of Augusta or Richmond County are classified as non-residents. They are required to pay a tuition fee of sixty dollars ($60.00) for the school year. Thirty dollars of this amount is payable at the school when the student registers and thirty dollars between February 1st and 15th following.

All text books and supplies used in the Tubman High School may be bought at the school. No profit is made on the books sold. Only the actual cost of handling is added to the publishers' prices. This plan is not only a convenience to the students, but a substantial saving in the cost of books is made. No books are charged. Every book must be paid for when purchased.

COURSES OF STUDY

The Tubman High School offers four Courses of Study as follows: COLLEGE-PREPARATORY, MODERN LANGUAGE, SCIENCE, and COMMERCIAL. An outline of the subjects taken will be found on page five of this pamphlet. Students must select one of these courses on entrance into the high school. The selection of a course is of the highest importance.

Parents and students are urged to study the outline of Courses

of Study carefully, and to consult with the Principal before the selection of the course. While provision is made for changing courses after the first or second years for good reasons, such changes are generally difficult to make, and sometime occasion irregularities in the requirements for graduation which are impossible to overcome. No changes in courses of study are permitted except with the approval of the Principal. A subject not conpleted in any year must be taken again in the following year, otherwise no credit towards graduation is allow in that subject.

The Courses of Study are designed to meet the requirements that arise from the individual needs of the students. Students select work in courses or groups of study rather than by individual subjects. A limited selection of subjects under strict faculty guidance is permitted for special reasons. The Courses of Study are all so arranged as to require practically the same amount of work in each. They are so organized into related groups of study as to offer every opportunity for individual development.

The College-Preparatory Course, as its name indicates, has been arranged for those students who will, on completion of the high school course, continue their study in college. It meets the requirements for entrance into the Freshman class of colleges of the highest rank. Students completing this course are admitted upon certificate to any college for women in Georgia, and to all other colleges members of the "Association of Colleges and Secondary Schools of the Southern States." The Tubman High School is a member of this Association.

The Modern Language and *Science Courses* are intended for students who probably will not go to college, or who expect to take an elective course at college. Both courses are planned upon somewhat more general lines than the College Preparatory course. They include a greater variety of subjects and have been carefully planned in accordance with the established practice of the modern cosmopolitan high school.

The Commercial Course is planned to prepare students for such clerical positions as stenographers, bookkeepers, or general office assistants. The course includes two years of Shorthand, Bookkeeping, Typewriting, Arithmetic, English, Business Forms and Customs, and general office practice. These subjects are

taken in the third and fourth years of the high school course, and are based on two years of general high school subjects.

GRADUATION

In order to graduate from the Tubman High School with the *Diploma* of the school, a student must complete one of the courses as outlined. Each of these courses gives a total credit of slightly more than sixteen (16) Units. A Unit represents one year's work in a subject taken five times a week in forty-five minute recitations. Upon this basis subects are reckoned in Units or fractional parts of a Unit. To receive credit for work done in any subject a student must pass in that subject according to the school requirements in both daily recitations and examinations. These requirements are officially announced at the beginning of the school year. They are such as are made in all high-grade schools, and must be complied with in every respect before any official credit is allowed.

To students who have only partially completed requirements for a Diploma, a *Certificate* in the subjects completed will be issued. No Certificate, however, will be granted to any student who finishes the fourth year with a total of less than fourteen (14) Units, three of which must be in fourth year subjects. Parents and students are expected to familiarize themselves with these requirements. The regulations are a necessary basis for honest, high-grade work. It should be clearly understood that the regulations as laid down in this pamphlet will be strictly observed.

The Courses of Study are so planned that students should, with regular attendance and proper application, complete each year's work without difficulty. The daily class work is assigned upon a basis of about two and one-half hours of home study. Except in rare instances, a student who does less than that amount of home work will fail in her studies. The daily schedules are so arranged that the student has one period for the preparation of lessons for the following day, the study of library references, or for such other preparation as is necessary for the class periods.

REPORTS

Reports are sent to parents at the end of each month showing the records of work done in all subjects, attendance, etc. These

reports are to be signed by parents and promptly returned to the school. It is expected that parents will examine the reports carefully and keep themselves informed during the year about the progress their daughters are making. The records (as indicated on the cards), are of the greatest importance. School reports, (recitations and examinations), are the records upon which graduation is based. They show at all times the standing of students. Parents are earnestly requested to examine them carefully month by month. Duplicates of the reports are always forwarded to colleges with entrance certificate. High school records are becoming more and more a highly important factor in securing desirable places in business. Almost invariably when students, after leaving school, apply for positions employers promptly ask for official high school records.

The Tubman High School seeks at all times the full and cordial co-operation of parents. Only under such conditions will any girl do her best work. Parents are invited to visit the school whenever they choose, and to become acquainted with the teachers and the general regulations under which the school is operated.

OUTLINE OF COURSES OF STUDY

The outline following shows the order in which instruction is given in the individual subjects.

Figures and letters indicate the year and term in which the subject is taken. Thus, "English 3a" means English as taken in the third year, 1st term, or "U. S. History 5b" means American History as taken in the 5th year, 2nd term.

ENGLISH

Miss Woods — Miss Comey — Miss Parks
Miss Pearce — Miss Frank — Miss Chiles

Sub-Freshman (1a-b)—Hitchcock's "Junior English Book," and Chew's "High School Speller." Grammar, Composition, Literature, Spelling. Five periods.

Freshman (2a-b)—"Everyday English Composition," Bolenius; Chew's "High School Speller." Five periods.

Note—The work in English is practically the same in all courses and is required of all students. It covers a period of five years with daily recitations. Written and oral composition form a continuous and fundamental part of all courses. The classics studied are taken, with some exceptions in courses not College Preparatory, from the list known as "College Entrance Requirements in English."

Sophomore (3a-b)—"Everyday English Composition," Bolenius; completed. Five periods.

Junior (4a-b)—Genung and Hanson's "Outlines of Rhetoric and Composition."

Commercial Course—Bowlin and Marsh's "Vocational English." Five periods.

Senior (5a-b)—Genung and Hanson's "Outlines of Rhetoric and Composition," completed.

Commercial Course—Bowlin & Marsh's "Vocational English."

LATIN

Miss Hains Miss Abernathy

Sub-Freshman (1b)—Classical Course: D'Oogee's "Latin for Beginners." Four periods.

Freshman (2a-b)—Classical Course: D'Ooge's "Latin for Beginners," completed. Five periods.

Sophomore (3a-b)—Bennett"s Latin Grammar; four books Cæsar. Five periods.

Junior (4a-b)—Cicero's Orations. Five periods.

Senior (5a-b)—Virgil's Aeneid. Five periods.

FRENCH

Miss Page Miss Anderson

Sophomore (3a-b)—College Preparatory Course: Fraser and Squair's "New Elementary Course." Five periods.

Other Courses use the same text book.

Junior (4a-b)—Fraser and Squair's "New Elementary Course." Five periods.

Note—In all French courses careful attention is given to the formation of habits of correct pronunciation. Composition and simple conversation in French are stressed. Selections for reading are begun as soon as possible.

Senior (5a-b)—College Preparatory: French, Fraser and Squair's "New Elementary Course," Modern Language Course: Chardenal's "New French Course." Five periods.

SPANISH

Miss Null

Sophomore (3a-b)—Commercial Course: Hill and Ford's "First Spanish Course." Five periods.

Junior (4a-b)—Commercial Course: Hill and Ford's "First Spanish Course," completed. Selected Readings. Five periods.

MATHEMATICS

Miss Green Miss Hamilton Miss Thomson
Miss Braddy Miss Adams

Sub-Freshman (1a)—Wentworth-Smith's "Essentials of Arithmetic," Advanced Book; Wells and Hart's High School Algebra (b). Five periods.

Freshman (2a-b)—Well's and Hart's "High School Algebra." Fundamental Operations; Thorough Drill in Factoring; Fractions and Simple Equations. Five periods.

Sophomore (3a)—Wells and Hart's "High School Algebra," completed. Five periods.

Sophomore (3b)—Wentworth-Smith's "Plane Geometry." Five periods.

Commercial Course (3a-b)—Dooley's "Vocational Mathematics for Girls." Four periods.

Junior (4a-b)—Wentworth-Smith's "Plane Geometry," completed. Five periods.

Senior (5a-b)—Science Course: Wentworth-Smith's "Social Geometry," completed. Three periods.

SCIENCE

Mrs. Emerson Miss Ward Miss Odom
Miss Eve Miss Rutledge

Sub-Freshman (1a-b)—Kellar and Bishop's "Commercial and Industrial Geography." Note—Students who intend to take the College Preparatory Course will take this subject only in the first term. Five periods.

Freshman (2a-b)—Clark's "Introduction to Science." Text demonstration and individual laboratory work. Five periods.

Junior (4a-b)—Modern Course: Brownlee"s "Chemistry," (revised edition). Same for Science Course. Six periods. Text, demonstration, and individual laboratory work throughout these courses. Double laboratory periods. Science Course: Hunter's "Civic Biology." Text, demonstration, and individual laboratory work. Six periods. Double laboratory periods.

Senior (5a-b)—College Preparatory Course: Brownlee"s "Chemistry," (revised). Science Course: Carhart and Chute's "Physics with Applications." Six periods. Double laboratory periods.

Hunters Civic Biology (elective).

All science laboratories are thoroughly equipped for approved work in the subjects above named.

HISTORY, CIVICS, ECONOMICS

Miss Flisch Mrs. Hurst
Miss Boatwright Miss Hamilton

Sub-Freshman (1a-b)—Morey's' "Ancient People." Five periods.

Freshman (2a-b)—All courses except College Preparatory: Hughes's "Community Civics." Five periods.

Sophomore (3a-b)—West's "Modern Progress." Five periods.

Junior (4a-b)—Modern Language Course: "American Economic Life"', Burch. Four periods.

Senior (5a-b)—Forman's "Advanced American History." Five periods.

Note—The school library is well supplied with reference books for collateral reading in all courses in history. The library facilities

for this purpose are being enlarged year by year. Regular and systematic use of the library under direction of the teachers, is required of all students.

HOME ECONOMICS

Miss Clark Miss Haddock

First Year—Domestic Art; plain hand sewing; instruction in the use and care of sewing machines; use of bought patterns. Application: mending, sewing-apron, under-garments, simple dress, blouse or shirt waist, house-hold linens. Two periods.

Second Year—Domestic Science; practi al cookery based on food principles. Theory in the first half year based on composition, nutritive and economic values and digestibility of foods; in the second half year based on planning a simple cottage, location, building material, interior decoration, furnishings, water supply, heating, lighting, ventilation, etc. Three periods.

Third Year—Domestic Art. The work in the third year is similar in plan to that of the first year, though more complex, as the greater maturity of the students may warrant. Theory: study of textiles, economics of buying fabrics, hygiene of clothing, etc. Two periods.

Fourth Year—Domestic Science. Practical cookery, based on meal sequence and the study of varied dietaries. Theory based on the study of dietaries, the science of food preparation, household sanitation, and economy of time, labor and money in the home, keeping of accounts, etc. Two periods.

Note—It is proposed to correlate the courses in Domestic Science closely with the courses in Drawing and Applied Art. This correlation may necessitate slight changes in the courses in Domestic Science as outlined above.

The rooms for both cooking and sewing are equipped with every necessary appliance for practical courses that every student may apply in her own home.

APPLIED ART

Miss Comfort

First Year—Free-hand drawing; color study; design. These subjects are intended as a working basis for the following years. Four periods.

Second Year—General designing; as related to clothing, home decorations, etc. Four periods.

Third Year—Mechanical drawing; lettering; house planning, interior decorations, etc. Four periods.

Fourth Year—Commercial art; designing, poster study, illustrations, etc. Four periods.

COMMERCIAL COURSE

Miss Hollingsworth Miss White

Courses in Bookkeeping, Stenography, and Typewriting; Arithmetic, business forms and practice are offered in the third and fourth year classes. These courses are thorough and practical. They are based upon the more general subjects of the first and second years. They are designed to prepare students for positions in business.

The Gregg system of stenography and the touch system of typewriting are taught and used throughout the course.

The school is supplied with a sufficient number of Remington and Underwood typewriters for both instruction and practice requirements, and with all necessary appliances for instruction in commercial subjects.

Text books: Gregg Shorthand Manual; Gregg Speed Studies; Rational Typewriting; 20th Century Bookkeeping; Office Training for Stenographers.

PHYSICAL TRAINING

Miss Ivey Miss Plunkett

This work is required of all girls except those excused upon a physician's certificate. Its purpose is *health* through physical exercises prescribed and supervised by the teacher in charge. The gymnasium is well equipped with all necessary apparatus. Individual steel lockers and hot and cold shower baths are provided. In addition to the gymnasium work, all forms of field sports are taught. The school has ample facilities for all out-door games.

Every girl is required to provide herself with an inexpensive gymnasium suit according to the directions of the teacher. This uniform consists of dark serge bloomers, middy blouse, black stockings and tennis shoes.

MUSIC

Miss Turner

Courses in Vocal Music (in groups) are offered in all classes.

Text books and details of courses announced after organization of the classes.

Assembly singing at morning opening exercises required of all students.

A School Glee Club will be organized early in the first term.

RIDGELY-WING-TIDWELL COMPANY, AUGUSTA, GA
PLEASING PRINTERS